

Town of Chesterfield
Select Board Meeting
Minutes
June 12, 2019

Norm VanCor opened the meeting at 6:00 PM. Present were Jeanny Aldrich, Norm VanCor, Alissa Thompson and Susan Rigg. VanCor Acknowledged Jon McKeon on Skype. He asked why he could not be in person at the meeting and if anyone was present with him. McKeon stated he had a meeting at his employment that did not allow him to get to Chesterfield in time and there was no one with him. *VanCor made a motion to allow Jon McKeon to join the meeting by Skype. Aldrich seconded the motion and it was unanimously approved by roll call vote.*

Public Comment: Brad Roscoe told the Board that he met with Consolidated Communications and Chris Lord, Director of DPW. Roscoe said they reviewed the location of the splitter boxes and the meeting was a good start to the project. They hope to start installation in mid-July, with home hookups as soon as January, said Roscoe.

Old Business:

Town Hall Annex Plans: McKeon suggested we set up a separate meeting with Buddy Champney from DA Brothers to review plans and samples. It was agreed to have a separate meeting on Saturday, June 15th. VanCor said he has gone to the site each day and the progress is great. The contractor is very methodical and neat, said VanCor.

Former town office: McKeon said the Economic Development Committee (EDC) asked him to come to the next meeting. Aldrich said the EDC is curious about the former town offices. Should they continue to be involved with what to do with the building? It appears to the EDC that if we are going to save the building, we need to get a government grant which means we are responsible for the building and would have to manage it. Some on the EDC believe if the Select Board does not want to manage the building, there is no use going forward with the project, said Aldrich. McKeon said the process is slow. Aldrich thinks the building is worth saving and worth the time to investigate all options. McKeon said he agrees. Aldrich said even if we must manage it for a short time while waiting for a potential tenant, we should pursue.

On the same subject, VanCor brought a print of the new property survey. Thompson will ask David Mann for a .pdf of the survey. The property and lease lines are noted on the survey. VanCor said the property line goes through the tennis court; this is not an error. Aldrich will get some information from Audrey Erickson regarding building dates and historical facts for the EDC.

Erosion on town beaches: VanCor said Patrick Schultz sent a quote for the plantings. VanCor would like to invite Schultz to design and order the plantings. VanCor and Schultz will oversee the plantings by Rawson Construction employees. It was agreed VanCor should pursue this offer. He requested quotes from 11 nurseries and landscapers.

Aldrich said she believes a six-foot fence is required around the retention areas. VanCor said the Dept of Environmental Safety approved the design without a fence. The plantings and large rocks will serve as a barrier for Ware's Grove. North Shore Beach will also use large landscape rocks, said VanCor.

GUESTS: New hire Zach Whiton joined the Board with Chris Flagg to discuss his new employment with the Town Cemetery Commission. Zach just graduated from High School and enjoys working outdoors. He will be working approximately 20 hours per week.

Chris Lord- Director of DPW met with the Board for the quarterly review. He reported the highway dept is doing some road paving and roadside mowing. His budget for paving is getting tight so he will put the rest off until next year. Employees are working well, and he is using John Cobb at the transfer station on Saturdays. He reported his "to do" list is getting accomplished. Lord said he would like to hire a new full-time employee, but he will approach the Board about that later.

Lord said he met with the Consolidated and Brad Roscoe regarding the Broad Band Project. He said the main connection hubs will be on each end of town and they will include 12 splitter boxes. Each splitter box will cover 32 homes. He estimated it will be November or December before the first house is activated.

The State of NH contacted Lord about the parking area in front of the Chesterfield post office. The State will not fix the dirt parking area off the road as it belongs to the owner of the Post office building. McKeon said the Town is forbidden to pave private property. The US Post Office, or the property owner, is responsible for maintaining that part of the Parking area, he continued. The other side of the street is on town property and could be paved by the town. It is agreed that Lord should tell anyone who asks that the area directly in front of the Post Office is private property and the Town does not have jurisdiction to pave it.

Parks & Rec Pickup truck: Lord said he found a vehicle which would be helpful to Parks & Rec. It is the same as what Chris uses at DPW and it will cost just under the budget of \$15,000. *McKeon made the motion to allow Lord to purchase the vehicle for up to \$15,000.00. VanCor seconded the motion and it was approved unanimously by roll call vote.*

Budget: Gravel budget is down to about \$12,000. He has replaced culverts and improved drainage on areas. Equipment has been operating well with regular maintenance. He said the new dump truck will be here in October, at the latest.

McKeon said he would like the level of the lake to be 3 inches below the normal summer level. Lord said he will adjust the boards. Aldrich asked about the punch list of the work done at the beaches. Ware's Grove is just about done, except the painting, said Lord. VanCor said he would like to get the sand on the beaches. VanCor would like to review with Samantha Hill the grooming of the sand. No sand is needed on the lower level at North Shore, he continued.

Regarding a potential new full time position, Aldrich asked if that will encompass more than handy man projects. Yes, Lord would like to have someone to do work that might normally be hired out. This will require the right person to handle the scope of jobs to be done. With that, Chris was thanked for his time.

Guests continued: Scott Riddlemoser and Linda Skrzyniarz came to the Board to discuss Scott's appointment to the Library Board. Scott is also on the Budget Committee. VanCor said the new members should be versed in the Right to Know Laws and explained the importance of proper meeting procedures. Riddlemoser is scheduled for July meeting Right to Know law training in Keene. *McKeon moved to appoint Scott Riddlemoser to the Board of Library Trustees. Aldrich seconded the motion and it was approved unanimously by roll call vote.*

NEW BUSINESS: **Broadband Bids:** Thompson advised the Board that TD Bank offered the lowest interest of the banks surveyed. *McKeon moved to enter into a contract for the bond program with TD bank. Aldrich seconded the motion and it was approved unanimously by roll call vote.*

U.S. Census New Construction Program: Aldrich said she called the census department and they advised if the Town does not supply the new construction information, the Census Department will send a worker out to obtain the information. It was agreed, by consensus, the form will be ignored for the time being.

Stone House tavern request: Pam Walton wants to document that the Board agrees a museum would be a good use for the building. This is required for the grant application. McKeon and Aldrich said they are in support. *VanCor moved that the Chesterfield Select Board recognize and endorse the preservation and restoration efforts by the Chesterfield Historical Society to the Stone House Tavern Museum. McKeon seconded the motion and it was approved unanimously by roll call vote.*

At 7:15 PM Buddy Champney from DA Brothers came before the Board to discuss the Annex progress. McKeon said we should have a separate meeting for the drawing review and asked if 2:00 PM on Saturday June 15th is acceptable. Champney agreed to meet to review plan details at the time.

Champney advised that this attorney is happy with the AIA contract form and that can be finalized on Saturday, also.

Asbestos Abatement: Champney advised the new price of the asbestos abatement is \$5,900. The permit requires an authorized signature from the Select Board before this can continue. A change directive should be provided for \$4,466.45.

Champney reported that ledge was found at a depth of 50 inches, therefore, an eight-inch buffer of stone will be added. Champney will contact the new Building Official for the rebar inspection on Friday. Champney thinks the work will be done in advance of the September 30th deadline. Regarding the kitchen hood, Champney said he may need to hire an engineer to lay out the hood, exhaust and MUA unit for the roof loads. McKeon said this would not be necessary and he will send a sketch of the placement to Champney.

The Board agreed to sign the asbestos form. *McKeon made a motion to provide a contract change directive to DA Brother \$4,466.45 for the purpose of asbestos removal. VanCor seconded the motion and it was approved unanimously by roll call vote.*

The Board thanked Champney for his work and time.

Employee Internet Usage Policy: VanCor suggested we put this aside for the week. The edits and questions will be sent to Thompson.

AET Program: VanCor said he met with the new Code Enforcement/Building Official –Ted Athanaeopoulos. Ted expressed interest in some classes and will get more information for the Board. Aldrich said in the next few years the State will require mandatory certification for code enforcement officers and McKeon said classes would be a good idea. Aldrich said she spoke to Athanaeopoulos regarding Microsoft classes. The Board expressed they are happy to find ways to support Athanaeopoulos in computer learning.

MINUTES: *VanCor moved to approve the May 22, 2019 minutes as amended. Aldrich seconded the motion and it was approved unanimously by roll call vote.*

VanCor moved to pay Chris Lane Enterprises \$1,000 for the removal of trees at Ware's Grove beach out of the Ware's Grove Tree Expendable Trust. McKeon seconded the motion and it was unanimously approved by roll call vote.

OTHER: Thompson asked the Board about Ed Labbe who provided a check in the amount of \$5,000.00 to the town for the purpose of purchasing land owned by the town adjacent to his property. This property deed search will be lengthy and require a lot of Attorney time. She said the check is still being held but is no longer valid. She talked with John Ratigan, who suggested a 99-year lease be offered.

McKeon and Aldrich agreed to give the money back and not worry about it. VanCor said no, he cannot support this as this strip of land will be in issue going forward. The issue should be handled now as in the future there will be new owners. VanCor said the Town did not have an obligation to remove these trees. Aldrich said we should offer him a 99 years lease for \$5,000. *McKeon made the motion for a 99-year lease for \$5,000 to be offered to Mr. Labbe. VanCor seconded the motion and it was approved unanimously by roll call vote. Thompson will send this to Ratigan for approval.*

CORRESPONDENCE: VanCor read a letter from Police Chief Dwayne Chickering to the Board. Chief Chickering stated that he was hired on October 15, 2014 and his employment agreement states he should provide intent regarding a

renewal agreement within 90 days of expiration. Chief Chickering's letter states he would like to pursue a new employment agreement.

OTHER: Aldrich said Tricia Lachenal and Steve Dumont should receive a thank you for their extra work filling in during the Code Enforcement/Building Official vacancy. It was agreed a nice gesture will be made. Gift certificates will be purchased by Thompson.

With no further business to discuss, McKeon moved to adjourn at 8:23PM. Aldrich seconded the motion and it was unanimously approved by roll call vote.

Respectfully submitted,

Susan Rigg

Accepted:



Jon McKeon, Chair




Date



Jeanny Aldrich



Date



Norm VanCor

Date